

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 12/9/08

Convened: 6:30 p.m.

Present: David Menter  
Kevin Johnston  
Jeffrey Bryan  
Andrew Artimovich  
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 12/2/08 meeting. Artimovich made a motion to approve the minutes as written. Motion was seconded by Waldron, all voted in favor. The Selectmen reviewed the minutes of the nonpublic session held 12/2/08. Artimovich made a motion, seconded by Bryan, to approve the minutes as written. All voted in favor.

The Board reviewed the notes:

- Bryan will get a dump truck to the Town Office to be used to haul away the old carpeting getting replaced this weekend.
- Selectmen reviewed the decision from the PELRB regarding the Police Union.
- Selectmen reviewed the decision from the Firemen's Assoc vs. Daniel Musso.
- The Board would like to order poinsettias for the town office staff.
- Bryan will order the lumber for the wall that will be erected in the Selectmen's office.
- The Board discussed a letter from the Planning Board requesting the Selectmen's authorization to expend \$2,000 from the general fund to cover the cost of erosion control protection at Barnett Woods. This will be reimbursed once funds are received from the developer's letter of credit. Bryan made a motion, seconded by Artimovich, to authorize the Planning Board to expend the funds. All voted in favor.

Phyllis Thompson, Town Clerk/Tax Collector, chose not to meet with the Selectmen as they had requested. She submitted a letter to Chairman David Menter instead. Menter shared the letter with the other Board members.

Gil Tuck, building inspector, was in with 1 building permit for John Tibbetts of Prescott Road for an accessory unit. He received a variance from the ZBA on Monday 12/8/08. The Board signed the building permit.

The Selectmen signed the following documents:

- A contract for 2009 in the amount of \$28,000 for partial data collection of 800 properties. The funds for this will be encumbered from the current budget.
- A contract with Cartographics Associates for 2009 for tax map maintenance and GPS data collection. The cost of \$3,100 for the tax map maintenance and \$495 + \$12.25/bldg is the same as 2008.
- Tax Collector's warrants for Land Use Change Tax for the Mill Pond Crossing Units.

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- The Selectmen reviewed a letter from Jim Michaud, assessor, regarding the assessment of the Land Use Change Tax on a parcel on Homestead Lane. Artimovich made a motion to base the tax on the sale price of \$132,500 rather than Michaud's recommendation of \$145,000. Motion was seconded by Johnston; all voted in favor. The Board signed the Land Use Change Tax Assessment as well as the corresponding Tax Collector's Warrant.

Stevens indicated that although she was informed by **all** departments that they did not have a need for the office clerk (whose hours were being eliminated in the Selectmen's office) when she checked with them a few months ago, the Police Department now indicates that they could come up with 4 hours/week. In addition, Christine Belanger, PD secretary, has communicated with the Town Clerk/Tax Collector and she now has a need for a clerk for 4 hours a week. Belanger, who was present, told the Board that it would not necessarily be 4 hours every week in the PD because if the Town Clerk/Tax Collector was away, the office clerk may fill in for the full 8 hours in that department. The Selectmen decided they will discuss the matter in a nonpublic session later in the evening per RSA 91-A:3, II(a).

The Board discussed the followed budgets:

**Solid Waste Collection**

Dues: The \$4,520 being requested is a substantial decrease over 2008 due to organizational changes at SRRDD that have lowered expenses.

Rubbish and Curbside Recycling Collection: Are both contracted prices with Northside Carting.

Recycling Supplies/Bins: \$600 budgeted for the purchase of additional recycling bins.

Safety Improvements & Used Oil: The \$1 in these lines has been removed as there is no need for either one.

Total Budget: \$161,616 represents a 2.65% increase over 2008.

Waldron made a motion to approve the Solid Waste Collection budget as presented; Bryan seconded the motion. All voted in favor.

**Legal Expense**

Town Attorney: Reduced to \$25,000 to more accurately reflect actual expenses from the past two years.

Legal Other: Was reduced to \$600 to more accurately reflect actual expenses.

Payments to IRS: Kept at \$1 to keep line open.

Total Budget: \$25,601 represents a 17.95% decrease from 2008.

Johnston made a motion to accept the Legal Expense budget totaling \$25,601. Motion was seconded by Artimovich; all voted in favor.

**Loss Committee**

Salaries: Reduced to \$75 as they have used very little in last 2 years.

FICA/Medicare: Is a percent of salaries.

Drug/Alcohol Testing: Level funded at \$150.

Pre-employment Physicals: Level funded at \$400. Although there were no new hires requiring a pre-employment physical this year, requested again in case there are in 2009.

Consortium: Level funded at \$200.

Total Budget: \$831 is a 3.15% decrease from 2008.

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Bryan made a motion to approve the Loss Committee budget as submitted. Artimovich seconded the motion; all voted in favor.

**Town Administration**

Salaries: Budgeted for COLA + ½ step at Selectmen's request.

Health Insurance: The Town Administrator will be enrolling in the Town's health plan in 2009.

In Lieu of Insurance: Therefore gets reduced to zero.

Life Insurance, FICA/Medicare, NH Retirement, Short Term Disability: Are all fixed amounts.

Dental Insurance: The Town Administrator will be enrolling in the Town's dental plan in 2009.

Training Seminars: Level funding requested for enrollment in the government accounting, internal controls, and financial reporting courses.

HR Consultant: Budgeted for \$1 to keep line open.

Books/Periodicals: Budgeted for \$1 to keep line open.

Total Budget: \$66,457 a 13.26% increase from 2008 primarily due to the enrollment in health and dental insurance.

Johnston made a motion to approve the Town Administration budget with a total of \$66,457. Motion was seconded by Bryan; all voted in favor.

**Health Agencies & Hospitals**

Stevens asked the Board if they are ready to vote on this budget now that Richie McFarland Center has come in to see the Board. Waldron mentioned that there had been some concern voiced by the Welfare Director regarding the stability and helpfulness of Rockingham Community Action. Stevens will check with Sue Benoit to see if there is still a concern and what she recommends as far as funding for the program.

Johnston made a motion, seconded by Waldron, to go into nonpublic session per RSA 91-A:3, II(a) to discuss a couple of employee matters. Menter, Johnston, Bryan, Artimovich, and Waldron voted in favor.

The Board returned to public session following a motion by Bryan and a second by Artimovich to close nonpublic session and seal the minutes; Menter, Johnston, Bryan, Artimovich, and Waldron voted in favor.

At 8:00 p.m. Artimovich made a motion to adjourn. Motion was seconded by Bryan; all voted in favor.

Respectfully submitted,

Julie Stevens